



to Co-ordination Group ESSnet Big Data
cc
from Martin van Sebille

subject Final minutes CG meeting 3 of ESSnet BD II by WebEx 23th of January 2019
2019-02-01

Participants:

Peter Struijs (Chairman)	√	Marek Morze (PL WPH)	
Martin van Sebille (Secretary)	√	David Salgado (PL WPI)	√
Marc Debusschere (Deputy WPA)		Marek Cierpiał-Wolan (PL WPI)	√
Tomaž Špeh (PL WPB)	√	Alexander Kowarik (PL WPK)	√
Galya Stateva (PL WPC)	√	Natalie Rosenski (PL WPL)	√
Arko Keskkula (PL WPD)	√	Albrecht Wirthmann (Eurostat)	√
Anke Consten (PL WPE)	√	Lilli Japiec (Chair Review Board)	
Monica Scannapieco (PL WPF)	√	Anders Holmberg (Review Board)	
Johan Fosen (PL WPG)			

Replacements/Guests:

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1. Opening and agenda

Peter welcomes everybody to the third meeting of the Coordination Group of the ESSnet Big Data II (CG).

Marc Debusschere (Deputy WPA) could not attend the meeting but he has briefed Peter about communication and the wiki. Johan and Marek M. didn't attend the meeting.

In general if a WP leader cannot attend a meeting, please send a replacement and if there is no replacement brief Peter by email about the state of affairs of your WP.

The Review Board is also on the agenda but it is not sure if Lilli can attend because she has to reschedule another meeting if possible. Anders has other obligations.

There was no request for resources spent because of the closing of books and then it is difficult for financial departments to provide information. Moreover, the grant agreement has not been signed yet. At the next CG meeting in March, resources spent will be on the agenda.

2. WPA to WPL: state of affairs

WPA: Peter (in absence of Marc)

GAP: State of affairs about the GAP is on the agenda.

Communication and wiki: Marc is busy arranging the wiki with a structure for each WP and for all the meetings; Peter has seen the draft already. The structure will be mostly the same as in the previous project. According to the planning in the proposal the wiki will be ready by the end of January.

WPB: Tomaž

In the context of the collaboration with Cedefop, all partners have to provide a contact person and information on the type of access they want. The expected access is remote but a few partners want to have the data on their own premises. Tomaž waits for some answers by the end of the week.

The WP has also started with searching for and developing software related to its work and has also started with the methodological framework. At this stage, partners already share their own software solutions, which some partners indeed try to use. A schedule for WebEx meetings has been set up.

Question Monica: The methodological framework has connections with WPK, where does the connection with WPF fit in?

There is indeed a connection with WPF. Preparations are being made for a handbook with the descriptions of different phases for countries about the process on (how to implement) job vacancies. These descriptions can be used as a reference. Also the best practices are shared about architecture (integrated in the Cedefop data system) and information about webscraping.

Within WPF architecture will be defined so if WPB shares the information, WPF can provide some input to guide WPB.

Peter remarks that it is good to work on the basis of the same framework. The next WebEx meeting is the track implementation, in which cross cutting issues will get due attention. The methodological framework links with WPK, also for the pilot track. Maybe the role of Cedefop can also be further explained then.

WPC: Galya

The first draft of the webscraping policy is expected to be finished by the end of February. The policy is more generic for European countries and can be adapted to specific national circumstances. An opinion on this draft version will also be asked from Eurostat. There is also a link from WPB to WPJ and therefore WPB and WPJ will be consulted before the draft webscraping policy will be sent for opinion to Eurostat.

Task 2, the development of a methodology framework, has started with an update of the description of use cases of the previous project and now only four use cases will be considered. For the statistical indicators in these use cases the members of the WP are responsible. WPC is waiting for quality guidelines from WPK and of course WPC will follow these guidelines.

The face-to-face meeting will be held on 17th and 18th of June in Sofia, Bulgaria.

WPD: Arko

The first draft report of the first deliverable will be ready within two weeks. The content of the report is about the work to be done, so is it necessary to have it reviewed by the Review Board? Given the nature of the report there will be probably not be many comments but nevertheless it is necessary that the Review Board is in the loop of every deliverable. (If the Review Board has many suggestions, then shifting the deadline of this early deliverable can be arranged through Peter.)

The face-to-face meeting will be held in June.

WPE: Anke

AIS data has been received regarding inland waterways. Tomorrow (24th of January) there is a meeting with EMSA in Lisbon.

The face-to-face meeting is planned at the end of February (25-26).

Peter asks if the data from the Sandbox has been replaced already. Anke has to consult Fernando Reis on this. Within two months the new application should be ready.

WPF: Monica

The WP leaders of the implementation track will receive a questionnaire to collect, by the end of February, information about what their WP is going to do with data, what applications will be used, what kind of solutions are there already etc. The same questionnaire will be sent out next year for an update at that stage.

WPF is also working on the definition of the process business cycle and the draft will be ready by the end of February. It will be sent to all WP leaders for comment and feedback. Then it will be ready for use.

WPG: Johan

No information available.

WPH: Marek Morze

No information available.

WPI: David

Most partners have limited access to mobile phone data (aggregated or micro, depending on NSI), however there are restrictions on sharing the data with others for most of them. This makes the work of this WP more difficult. To cope with this, WPI tries to share the template(s) and the data tool set.

Concerning methodology and quality everything is going in the right direction and experiences and knowledge are shared.

A physical meeting will be held back-to-back to the ESTP course in February in Luxembourg regarding the use of mobile phone data. This is very cost efficient. Also some MNOs and Eurostat are there, so this is a good opportunity to set up the common elements of the mobile phone data model and architecture and reach a common understanding.

Furthermore, WPI is thinking about the BDTI infrastructure for this WP, but this may be relevant in a broader sense to the whole ESSnet.

Peter remarks that only 2 WPs are interested in the BDTI (WPE and WPI). For the BDTI, specifications are needed and these are different for each WP. WPI has to contact Fernando Reis on this matter. Albrecht agrees with Peter. The use of the BDTI is not entirely in the hands of Eurostat, there is cooperation with DG Connect. However, we have at this moment a small advantage because we are the only one asking. An inventory for the WPs concerned of the volume of data might help in order to estimate what will be needed from the BDTI, and the associated costs.

WPI: Marek Cierpiat-Wolan

In the WebEx meeting the types of data were discussed and now the structure of the table of collecting data is being finalized. Some details are being sorted out by members in the WP.

Information on webscraping matters will be sorted out and provided for the next meeting. Furthermore, the WP is busy with methodology and obtaining of data. There are also legal aspects, but first the data sources will be further examined.

WPK: Alex

WPK will arrange for WPs to share templates and important issues. This will be available by the end of January. Also a template for a literature review, building on the former ESSnet project, is being drafted. This has a focus on certain issues which are input for a quality indicator and the guidelines.

The first draft of the guidelines is expected to be ready mid-February and definite by the end of February.

The role to guide, structure and coordinate other WPs will be taken up in a later stage (autumn). Now the focus is on sharing, gathering and exchanging information in order to make progress on quality.

The face-to-face meeting will be held in May in Rome.

WPL: Natalie

The first milestone is at the end of January, namely the minutes of the kick-off meeting. Only from two partners input is missing. If they do not react on time, the status of the document will be indicated on the front page and the document updated later.

The WebEx meeting of 22nd of January has been postponed to tomorrow (24th) so there is no exact update of the state of affairs. At least internal deadlines must be agreed upon in this meeting.

Concerning the subtask of DESTATIS itself about smart cities, for one of the cities the issue of which data they want to exchange still has to be solved, this will take more time.

Peter mentions that next month the ESS Steering Group on Big Data will meet in London and they will discuss the development of the roadmap, for which smart statistics will be an important subject. By then it would be useful to have a better idea of what smart statistics data can be used and what can be

expected from the current project. Natalie gave some input already to Eurostat but will keep this in mind.

Natalie asks if there are guidelines for making the report. Peter refers to the reports of the previous project (to have a feeling). The final administrative report by the end of any project that is funded is not a repetition of earlier deliverables (just put the links in the report). An executive summary of the deliverables would suffice, the final report is more about the process and collaboration within the project as a whole, showing that all requirements of the agreement have been met.

3. GAP (grant agreement preparation): state of affairs

About the content of the project there has been complete agreement for the contract already since December. Since then very minor improvements were made and communicated with Eurostat.

Concerning the budget, at this stage we don't want to keep updating the budget with small changes. These small changes are dealt with as an amendment after signing the agreement, just as we did in the former project. If there are such changes, these must be proposed by the WP leader to the coordinator, who will take a tentative decision and propose the change to Eurostat. If all agree, the amendment is official.

The administrative matters of the GAP that remain, concern a few partners who need to get their institute properly registered in the portal. All DoH but three have been signed; the institutes concerned are all busy trying to solve the last hurdles.

There are still new issues appearing when advancing the process. If they can be solved quickly it should be possible to have the agreement signed by the end of February.

4. Review Board

Lilli unfortunately could not make it to attend the meeting. In the previous ESSnet Faiz, Anders and Lilli were the members of the Review Board. Faiz has left the Review Board but shared his experience at the kick-off meetings. We try to extend the Review Board with a few extra members.

For Lilli and Anders it would be helpful to have a schedule when they can expect the draft versions of the deliverables. Please take into account time needed for the Review Board to give feedback and for the WP to adjust the report after the feedback received.

Please send a week before the WebEx track meetings (6th of February for the implementation track, and 20th of February for the pilot track) for each deliverable the date the WP plans to send the draft to the Review Board. Peter will make a draft overview for the Review Board to discuss and see if there need to be changes. Please send it to Peter by email.

5. Any remaining issues

Albrecht: The task force will gather on the 4th and 5th of April in Paris and therefore he will ask for input to Peter and some WP leaders.

Monica: Is the wiki already available for all to upload documents etc.? Peter will check this with Marc.

Natalie: How do we release the final minutes of the kick-off meeting? In which format? It will be put on the wiki at the site of the WP concerned. Concerning the format Peter and Martin will provide the front page (template). We already agreed on the logo earlier.

Galya: Concerning the wiki page, who is responsible for the overview of each WP? In the previous project there was no summary, just a structure where all documents were put. Peter will raise this with Marc.

There were no remaining matters and the meeting was closed.

Meetings Tracks and Co-ordination Group ESSnet Big Data till end 2019

Date	Time (CET)	Issues	How/Where
2019-02-13	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-02-27	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-03-20	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-04-03	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-04-17	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-05-22	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-06-05	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-06-19	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-07-24	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-09-18	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-10-09	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-10-23	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-11-20	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-12-04	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-12-18	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting

*connecting from 10:15 onwards all WebEx meetings